



# SECRETARY OF STATE BRIAN P. KEMP

## GEORGIA STATE BOARD OF PHYSICAL THERAPY

Georgia State Board of Physical Therapy, 237 Coliseum Dr Macon, GA 31217  
<http://www.sos.ga.gov/plb/pt> P: 478-207-2440 F: 866- 888-1308

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## Update from the Director

*Randy Vaughn*

The Professional Licensing Boards Division is committed to identifying and implementing efficiencies in every area possible. To achieve this, we are continuing to develop new online applications. In anticipation of spring graduations, we are currently working to ensure that additional types of license applications are available online. In addition to new online applications, we are in the process of upgrading our business software. The necessary upgrades will allow us to broaden our online services and increase our support for our applicants and licensees.

In March, Secretary of State Brian P. Kemp announced a multi-phase consolidation of the Securities, Charities and Cemeteries Division of the Office of Secretary of State. This Division will be consolidated and moved to the Professional Licensing Boards Division in Macon. We will be

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working throughout the second quarter to complete this transition and will provide an update on the transition in the next newsletter.

The Secretary of State's office is committed to operating as efficiently as possible while providing excellent customer service to the citizens of the State of Georgia. We appreciate your confidence as we continue to improve our ability to serve and support you.

## About the Board

The Georgia State Board of Physical Therapy consists of eight members: six licensed physical therapists, one licensed physical therapist assistant and one consumer member. Typically, the Board meets six times each year. Board meetings are open to the public, with the exception of executive session, in which confidential matters such as complaints, disciplinary items, and applications are discussed.

Physical therapy is the examination, treatment, and instruction of people to detect, assess, prevent, correct, alleviate, and limit physical disability, bodily malfunction and pain from injury, disease and conditions. Licensed physical therapists practice in a variety of healthcare settings including hospitals, nursing homes, schools and private practices. The physical therapist assistant is supervised and directed by a licensed physical therapist.

## 2010 Meeting Dates

July 20, 2010 at 9:00 a.m.

September 21, 2010 at 9:00 a.m.

November 16, 2010 at 9:00 a.m.

The Board meets at the Professional Licensing Board Office in Macon.

Minutes from the Board meetings may be found on the Board's website at [www.sos.ga.gov/plb/pt](http://www.sos.ga.gov/plb/pt)

## Board Members and Staff

Lola Rosenbaum, President

John Lewis Cowherd, Vice President

Charlene D. Portee

Emily W. Garner

Bo Hamil, Jr.

Donald Walsh

Patricia Hutcheson Willis

Anita Martin

Executive Director

Georgia State Board of Physical Therapy

## Active Licensees

Physical Therapist: 4,951

Physical Therapist Assistant: 1,483

## Expiration Dates

**Physical Therapist:** December 31 of odd numbered years

**Physical Therapist Assistant:** December 31 of odd numbered years

**"It is illegal to practice physical therapy with an expired license."**

## Actions Taken by the Board

**January:** The Board voted to post the following rule amendments:

- 490-2-.02 Licensure: Examination. Allows for alternative modes of notification of graduation from PT and PTA programs in lieu of a transcript.
- 490-2-.04 Training Permits: Outlines time requirements for practice under a training permit.
- 490-4-.02 Continuing Competency Requirements: Provides additional information to licensees concerning the acceptable content for continuing competency coursework.

**March:** The Board voted to post rule amendments to the following:

- 490-2-.02 Licensure: Examination. Allows for alternative modes of notification of graduation from PT and PTA programs in lieu of a transcript.
- 490-4-.02 Continuing Competency Requirements: Provides additional information to licensees concerning the acceptable content for continuing competency coursework.

## License Renewal Process

### How do I renew my license?

You may renew your license on the Professional Licensing Board website with a credit card. Click on the License Renewal icon and follow the instructions. You will be asked a series of questions including whether you have been arrested, convicted of a crime or received a board sanction since the last renewal, whether you have completed your continuing education requirements, and whether you are a U.S. citizen. Renewing your license via the website is the fastest way to renew your license.

The Professional Licensing Boards do not mail paper renewals unless requested. A paper renewal form may be requested by the licensee either by calling the Board office at 478-207-2440, or by submitting a written request.

### Disciplinary Issues:

The Board addresses these issues on a case-by-case basis and applies sanctions to those who violate the Georgia State Board of Physical Therapy Practice Act, Board rules, and policies. It is important that licensees review all laws, rules and policies that affect their profession. These may be found on the Board's website at [www.sos.ga.gov/plb/pt](http://www.sos.ga.gov/plb/pt).

All public disciplinary actions will be reflected in the Board minutes which may be found on the Georgia State Board of Physical Therapy website.

*Grounds for denial, suspension, revocation of a license, or other disciplinary actions may be found at O.C.G.A. § 43-33-18 or at O.C.G.A. § 43-1-19, which can be found on the Georgia State Board of Physical Therapy website.*

## Complaint Process Information

The Georgia General Assembly created the Georgia State Board of Physical Therapy to regulate the licensing and practice of Physical Therapy. The responsibility of administering the laws in O.C.G.A. § 43-33 is given to the Board, whose members are appointed by the Governor. The Board determines if applicants meet licensure requirements, promulgates rules, and considers complaints against licensees and allegations of unlicensed practice. The process for disposing of complaints is as follows:

### Complaint Form:

Complaints must be reported to and received by the Board in writing. Written complaints may be submitted to the Board office or be submitted online at <http://sos.georgia.gov/myverification/submitcomplaint.aspx>. Documents received in connection with a complaint will not be returned. The complaint must contain sufficient factual evidence indicating a clear violation of Georgia law or Board rules.

**Investigations:**

The Board gives serious consideration to all complaints. Further investigative action may be taken. Should you file a complaint, you may be contacted by a Board inspector or investigator for additional information. Investigative files are considered confidential for any purpose other than a hearing before the Board. However, the Board is authorized to release such records to another enforcement agency or lawful licensing authority.

**Notification Process:**

While the investigation is ongoing, the Board is unable to discuss the status of a complaint with anyone, including the complainant. When the Board has completed the case, the complainant will be notified in writing of the Board's actions. All public disciplinary actions will be reflected in the Board minutes which are found on the Board website. Public disciplinary actions may be found on our website at: [www.sos.ga.gov/plb/publicorders/](http://www.sos.ga.gov/plb/publicorders/)

## Frequently Asked Questions

The Board list of frequently asked questions is available on the Board's website. If you cannot find an answer to your question, you may contact the Board office at (478) 207-2440.